



Marshall Safety and Health Action Team (MSAT)

<http://msat.msfc.nasa.gov/>

MINUTES

8/18/2004

The MSAT meeting was held Wednesday, August 18, 2004 , from 10:00-11:00 a.m. in Room 625, Building 4201.

Attendees were: Cynthia Williams, Lynn Motley, Kasondra Turner, Monte Gravunder, Tom Roberson, Mike Watwood, Mary Hunter, Brittany Metcalfe, Glenn Funkhouser, Chris Fisher, Curt Lewis, Beth Young, Cathy White, Lisa Hughes, Jean Snowden, Elia Ordonez, Joseph Hobson, Helen Eddleman, Lorraine Raby, Todd MacLeod

WELCOME/GENERAL DISCUSSION

Chairman, Monte Gravunder welcomed all members, identified the Emergency Exits and noted that in the event of an emergency evacuation during a meeting, attendees need to reassemble outside the East end of building 4201 (toward 4203) for roll call. Protective Areas were also identified in the event of inclement weather conditions

MSAT SAFETY MINUTE

Monte shared information on the relocation of the MSFC Retail Store from Building 4752 to Building 4471 on 8/23/04 and noted that any Safety related PPE equipment needed might need to be ordered earlier to prevent delays in receiving during the relocation time.

OLD BUSINESS

SAFETY JEOPARDY

- Contractor contributions toward games items is continuing. A bank account and checks are ready to use.
- Monte will work with Lisa Hughes in tracking/shipping of the game items to be ordered.
- Monte will lead updating the Jeopardy board and revising game questions.
- Teledyne Brown (POC John Nugent) and HEI (POC Mary Hunter) have asked to be on the schedule for upcoming Safety Jeopardy Events. **If your organization would like to invite the Safety Jeopardy to your monthly Safety Meeting or at another scheduled time, please contact MSAT Secretary, Helen Eddleman to be added to the MSAT Calendar.**

NEW BUSINESS

The following Thank You Note was received from former MSAT Executive Advisor, Axel Roth. (Replacement not yet named since his retirement).

Dear MSAT Members,

You are such a great motivated group that I really looked forward to your meetings. Please keep up your fantastic contributions to MSFC and keep up your energy. The Certificate of Appreciation has a special meaning for me.

Thank you,

Axel

Moonbuggy Event – Mary Hunter volunteered to replace Glenn Owens as the MSAT Representative for the annual Moonbuggy Race at the Space & Rocket Center.

August 29 – September 9/1 – Monte Gravunder will represent MSAT at the VPP Convention.

October 2 – MSFC - Family Fun Day

October 28 – This will be Safety Day at the Center. It will be a half-day activity. More details are to follow.

December - This will be Buckle Up for Safety Month. Joseph Hobson (MSAT Lead) will provide more information nearer to this activity.

Members Sharing Information:

Glenn Funkhouser encouraged members to watch out for mowers, weed eaters, etc at the Center.

Lorraine Raby reminded members that vehicles always have the right of way if an area is not marked for a crosswalk.

Kasandra Tuner urged members to discuss with teenage drivers the importance of keeping their attention on their driving. Her daughter's friend was killed in a driving accident recently (possibly due to using a cell phone while driving).

Curt Lewis asked for a contact to check confined spaces at building 4201. Lorraine Raby (Safety Office) volunteered to check out this area for him.

COMMITTEE REPORTS –

- ***Close Calls Committee:*** Per Chris Fisher the last pending certificate was presented. **(Volunteers NEEDED – Chris Fisher noted that additional MSAT members are needed for this Committee. Please let Chris know if you would like to volunteer).**

- **Membership Committee:** (Peggy Jefferson unable to attend) – It was suggested that Membership flyers be reviewed to see if they need to be updated before handing out on Safety Day.
- **Health Committee:** Lynn Motley reported on the importance of getting the right amount of sleep. She quoted that more than \$15 billion per year is lost nationwide on sleep-related accidents and mistakes on the job.
- **Employee Interface and Communications:** Monte thanked Todd MacLeod and Beth Young for updating the MSAT website.
- **Center & Team Actions Committee:** No report

CLOSING COMMENTS

- MSAT members are asked to submit their concerns and any beneficial suggestions to make the Center a safer place to work to Monte Gravunder.

The next MSAT Meeting is

September 1, 2004 - 10:00-11:00

ROOM 625 – BUILDING 4201